

OFFICE OF THE ADJUTANT GENERAL  
MARYLAND NATIONAL GUARD  
29TH DIVISION STREET  
BALTIMORE, MARYLAND 21201-2288  
TELEPHONE: (410) 576-6111 OR DSN: 496-6111

**POSITION VACANCY ANNOUNCEMENT 04-129a    OPEN DATE: 25 May 2004    CLOSE DATE: 24 June 2004**

**FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY**

**BRANCH OF SERVICE: AIR NATIONAL GUARD (ANG)**

**POSITION TITLE: CIVIL ENGINEER**

**HIGHEST GRADE AUTH: MAJOR (0-4)**

**ORGANIZATION/LOCATION: 175<sup>th</sup> WING, MDANG, Warfield ANGB, Middle River, Maryland 21220**

**SEQUENCE: #194497**

**SALARY:** Full Military Pay and Allowances, depending on rank and longevity of selectee.

**WHO MAY APPLY: NATIONWIDE. MEMBERS OF THE MARYLAND AIR NATIONAL GUARD AND THOSE ELIGIBLE FOR MEMBERSHIP.**

**QUALIFICATION/ELIGIBILITY REQUIREMENTS**

1. Refer to ANGI 36-101, The Active Guard/Reserve Program, for general eligibility requirements for initial entry into the AGR
2. Program and specific guidelines for utilization, and assignment of currently on-board AGR members.
3. Applicants must meet the physical qualifications outlined in AFI 48-123, Medical Examination and Standards.
4. Applicant must meet weight requirements at the time of entry into the AGR Program. Any member on the ANG Weight Management Program is ineligible for entry into AGR status.
5. Applicant should be able to complete 20 years of active duty service prior to mandatory separation.
6. Category 1 AGR resources (recruiters, security forces, range, air defense, civil support) are fenced and may not be locally realigned.

**BRIEF OF DUTIES AND RESPONSIBILITIES**

Manages the base comprehensive planning process which involves, through coordination with base and tenant units, the identification and development of short and long-range programs for maintenance, repair and construction of facilities, and systems for base military organizations which includes administrative and special purpose buildings, utility systems, and airfield facilities/systems. Meets with base organizations to identify priorities from their proposed projects. Develops budgets, project books, project forms, and other programming documents for base operations, maintenance, repair, and construction programs. Performs or oversees the performance of site surveys and investigations to determine feasibility of proposed projects, topography, and essential site configurations; or (for additions and renovations) conditions of structure and essential data prior to initiating designs. Evaluates data obtained, incorporating relevant features into design consideration and solutions. Meets or contacts local utility companies to assure design considerations include proper utility hookups for new construction and renovations. Identifies most economical and efficient procedures for design of base construction projects. Prepares and oversees the preparation of architectural/engineering drawings, specifications, and comprehensive cost estimates covering a broad range of complex facilities and utility systems for all areas of support of the ANG base, which includes airfield pavement, fire detection and suppression systems, intrusion detection systems, lighting systems, roads and parking areas, utilities (electrical and mechanical), fuel storage and delivery systems, and various types of buildings such as shops, aircraft hangers, offices, warehouses, storage, and operations. Prepares documents and establishes schedules for advertising construction contracts. Submits documents to contracting officer. Monitors construction of local, RPM, and MCP construction projects and assures that the inspector accomplishes required tasks to ensure work meets contract requirements. Reviews, evaluates, and determines adequacy of shop drawings, samples, certificates of compliance, laboratory analysis, paint certifications and other submittals and data from contractors. Determines compliance or noncompliance for such submittals. Prepares and submits RPM and MCP monthly status reports to National Guard Bureau (NGB). Prepares detailed fee estimates on architect/engineer contracts for design services and all pertinent correspondence, plans, reports, and contract criteria necessary for contract submission. Performs technical review of

design submittals and prepares review comments for submittal to NGB. Provides technical engineering advice to the operations section of civil engineering and other base functions responsible for resource protection, occupational health, communications, ground safety, and disaster preparedness. Monitors the accomplishment of the yearly Prime BEEF training plan, and with the readiness manager, develops a cohesive program to accomplish training with maximum participation.

#### AFSC

**AFSC 32EX.** Applicants must meet the basic eligibility requirements specified in ANGI 36-101, The Active Guard/Reserve Program.

#### SPECIAL INFORMATION

1. Appropriate military uniform will be worn during duty hours.
2. Existing MDANG promotion policies apply.
3. Initial tours may not exceed 6 years. Follow-on tour lengths may be from 1 to 6 years.
4. Official notification to applicants of selection or non-selection is by letter from the Human Resources Office (HRO).

#### APPLICATION PROCEDURES / REQUIRED DOCUMENTS

##### **Current On-Board AGR Applying**

1. NGB Form 34-1, Signed, dated and annotated with Vacancy Announcement Number
2. Military Personnel Records Review RIP Attached, Virtual MPF Inquiry Will Suffice
3. Letter of Application, Letters of Recommendation and other attachments are permitted but are not mandatory

##### **Initial Entry Application (Not currently an AGR) or Temporary AGR Applicant**

1. NGB Form 34-1, Signed, dated and annotated with Vacancy Announcement Number, if applicable
2. Military Personnel Records Review RIP Attached - Virtual MPF Inquiry Will Suffice
3. [Profile Verification Statement](#)
4. DD Forms 214, Release or Discharge from Active Duty that you were awarded
5. Letter of Application, Letters of Recommendation and other attachments are permitted but are not mandatory

Forward application and attachments to: Office *of The Adjutant General*  
**ATTN: MDARNG-HRO-AGR**  
**AGR BRANCH**  
**Fifth Regiment Armory**  
**Baltimore, MD 21201-2288**